

**STATE DRIVING BUSINESSES LICENSURE BOARD**

**Bureau of Occupational Licenses**

**700 West State Street, P.O. Box 83720**

**Boise, ID 83720-0063**

**Conference Call Minutes of 6/26/2018**

**BOARD MEMBERS PRESENT:** Theresa A Bradford - Chair  
Faith Todd  
C Randal Willie  
Jared Hugh Haustveit

**BOARD MEMBERS ABSENT:** Robert M Fenn

**BUREAU STAFF:** Dawn Hall, Deputy Bureau Chief  
Roger Hales, Legal Counsel  
Cesley Metcalfe, Technical Records Specialist II

The meeting was called to order at 10:00 AM MDT by Theresa A Bradford.

**NEW BUSINESS**

**APPLICATION UPDATES**

Ms. Hall notified the Board that effective July 1, the Idaho State Police will reduce its fee for a fingerprint-based criminal history record check. Mr. Willie made a motion to authorize Bureau staff to update all Board forms affected by the fee change and to post them to the website after the fee reduction becomes effective on July 1. It was seconded by Mr. Haustveit. Motion carried.

**EXECUTIVE SESSION**

Ms. Todd made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Mr. Willie. The vote was: Ms. Bradford, aye; Mr. Haustveit, aye; Mr. Willie, aye; and Ms. Todd, aye. Motion carried.

Mr. Haustveit made a motion to come out of executive session. It was seconded by Mr. Willie. The vote was: Ms. Bradford, aye; Mr. Haustveit, aye; Mr. Willie, aye; and Ms. Todd, aye. Motion carried.

## APPLICATIONS

Mr. Willie made a motion to table applicant 901159729 pending receipt of additional information. It was seconded by Ms. Todd. Motion carried.

Mr. Willie made a motion to approve Jonathon Moreira, DBIA-587, for licensure. Mr. Haustveit abstained from discussion and voting. It was seconded by Ms. Todd. Motion carried.

**NEXT MEETING** was scheduled for August 2, 2018 at 9:00 AM MDT.

## ADJOURNMENT

Mr. Willie made a motion to adjourn the meeting at 10:27 AM MDT. It was seconded by Mr. Haustveit. Motion carried.

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Theresa A Bradford, Chair

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Faith Todd

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C Randal Willie

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Jared Hugh Haustveit

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Robert M Fenn

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Tana Cory, Bureau Chief